

THE PROPERTY MANAGER'S GUIDE TO SUCCESS

The TRRAC to Success

About This Guide

Montgomery County Executive Regulation 15-04AM requires all multi-family properties to recycle certain materials. In response, many properties in the County have developed highly successful recycling and waste reduction programs that operate smoothly, are convenient for residents and staff—and make good business sense. Recognizing that each property has unique characteristics and faces a different set of challenges, the County wants to assist you in tailoring your program to your specific situation. This guide is intended to help you develop an exemplary program that is successful, efficient, and cost-effective.

How to Be a TRRAC Star and Have a Successful Program



Many Montgomery County multi-family properties have successful recycling programs thanks to their collection system design, convenience, participation, low contamination, cleanliness and management, staff, and resident involvement. This guide will show you how you can have a successful program. It contains answers to questions such as these:

- ♻️ What are the County's recycling requirements for multi-family properties?
- ♻️ What can I do to improve my existing program?
- ♻️ How do I set up a new program?
- ♻️ How do I find the right service provider for my property?
- ♻️ How can the County help?
- ♻️ How have other multi-family properties structured successful and cost-effective recycling and waste reduction programs?





FIVE EASY STEPS TO USING THIS GUIDE



Review “Recycling and Waste Reduction Basics” (pages 3-4) for information about waste prevention, recycling, and the materials you, your staff and your residents must recycle.



Review the Recycling Checklist (pages 5–6). As you complete the checklist, consider each component of your program.



Refer to the specific sections for detailed information about each program component, along with helpful hints. Information for launching a new program is highlighted.



Review “Develop a Convenient Collection System” (pages 10-14) to find out how properties like yours successfully manage their programs.



Refer to the resources in the Appendices for information on service providers and storage container dealers.

*Recycling and waste reduction make a world of difference!
Thank you for reducing waste and conserving
resources at your property.*

UNDERSTANDING THE BASICS

What is Waste Reduction?

The best way to reduce waste is not to create it in the first place. If waste is prevented, there is no need or cost for collection, processing, and disposal. Because waste prevention is the preferred way to reduce waste, Montgomery County established a goal to hold its rate of waste generation to 1992 levels. Managers of multi-family properties can help achieve this goal by looking for new ways to reuse items and minimize waste. Some tips for waste prevention are included in Appendix A.

Why Recycle?

Recycling is the law in Montgomery County.

Recycling contributes to a cleaner, healthier environment, conserves energy, saves precious natural resources, reduces the solid waste sent to disposal facilities, and saves valuable tax dollars that might otherwise be spent on acquiring new facilities. Recycling is separating, collecting, processing, marketing, remanufacturing, and ultimately using a material that would have been thrown away.

Recycle 50 Percent: Montgomery County's Goal

Montgomery County has established a County-wide goal to recycle 50 percent of our solid waste. Meeting this ambitious goal requires the commitment of everyone in Montgomery County—residents, businesses, and government working as a team.

Because approximately 30 percent of the County's households are multi-family dwellings, properties like yours have an important role to play in the County's waste reduction and recycling plans.

UNDERSTANDING THE BASICS *(continued)*

Materials You Must Recycle



Additional Materials You May Be Able to Recycle



Montgomery County requires that multi-family properties recycle the following materials:

- ♻ Mixed paper, including cardboard, stationery, newspapers, inserts, unsolicited mail, telephone books, magazines, catalogs, and all other clean, dry paper.
- ♻ Aluminum and steel/tin food and beverage cans and aluminum foil products.
- ♻ Plastic bottles with necks.
- ♻ Glass bottles and jars.
- ♻ Yard trimmings (grass, leaves, brush, and Christmas trees).
- ♻ Scrap metal items (including old appliances).

NOTE: As the demand for products with recycled content continues to grow and Montgomery County expands its recycling program, additional materials may be added.

Many multi-family residential properties voluntarily recycle additional materials, such as:

- ♻ Computers.
- ♻ Automotive products, including anti-freeze and motor oil.
- ♻ Textiles.

For information on how to include additional materials, see **Know Your Waste** (pages 7–9) and **Contract for Collection and Marketing Your Recyclables** (pages 15–19).